



# Drinking Water Branch

## Emergency Planning

### Fact Sheet

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***What do you mean by  
Emergency  
Planning?***

All public water systems may be victim of various kinds of emergency. An emergency can disrupt a water systems operation. There are two basic types of emergency, natural and human induced. Natural emergency are items such as earthquakes, floods, tornados, snow and ice storms. Human induced emergency are items such as vandalism, explosions, and chemical spills.

***How do I develop an  
Emergency Plan?***

The first step in developing an emergency plan is to analyze which type of emergencies your water system is most likely to experience. Some potential emergencies can be averted or minimized by advance preparation. For examples good security of the facility can reduce vandalism and having a proper and regular maintenance on your system will reduce the down time of your system.

***What are some of the  
things I should  
consider in  
developing my  
Emergency Plan?***

Some of the following items should be included in your emergency plan:

- Set up activation guidelines as to who and what type of incident would activate the emergency.
- What corrective measures could be taken before, during and after the emergency.
- How are these corrective measures to be carried out.
- Method of communication e.g. Mobile, Cell Phones, CB Radios.
- Maintain a contact list of state and local water supply and disaster agencies, equipment suppliers, contractors, key personnel in nearby water systems.
- Identification of a potential alternative sources of drinking water.
- Consider the need for a standby generators or auxiliary power for use during electric outages.
- Update your plan quarterly to assure all names, phone numbers and personnel are correct.

- Keep copies of the Material Safety Data Sheets (MSDS) of hazardous chemicals that your system may have on hand.
- Identification of critical water users in your community.

***What is required?***

The Indiana Wellhead Protection Rule (327 IAC 8-4.1) requires that all community water systems must have a contingency plan to provide safe drinking water in emergency conditions.

***Why should I have an emergency plan if it's not required ?***

Emergency planning may not be required, but knowing what to do in case of an emergency may save lives and prevent illnesses to your water consumers. If an emergency plan is prepared in advance the water system manager will be able to act swiftly and efficiently during the emergency.

***Who do I contact if I have any question?***

You should contact the *IDEM Drinking Water Branch*, if you have any question. Our number is 317-308-3280. You may contact the *IDEM Environmental Helpline* at 800-451-6027 and ask them to connect you with 308-3280, or call the *EPA Safe Drinking Water Hotline* at 800-426-4791.

***Rule Citations***

327 IAC 8-4.1

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